

San Bernardino County | Registrar of Voters

TECHNICAL LEAD

Temporary Assignment | \$15.96/hr



JOB DUTIES

Prepare Electronic Voting Equipment for voting use.

Tasks include:

- Scanning electronic election equipment to locations
- Printing and verifying checklists for all equipment
- Loading Election information to equipment and verifying
- Performing quality assurance checks of equipment functionality
- Verifying seal information and completing QC checklists
- Strapping and preparing equipment for delivery
- Supervise various teams in the operation of electronic election equipment

QUALIFICATIONS

- Experience using computers for job-related duties (Word, Excel, other programs)
- Ability to quickly learn and adapt to new computer programs
- Ability to work in a fast-paced environment
- Experience utilizing resources to independently problem solve
- Experience leading a team in tasks (under supervision)
- Attention to detail; technically inclined
- Ability to interpret and apply policies and guidelines
- Ability to stand for extended periods of time
- Ability to perform routine physical tasks
- Ability to lift up to 35 lb.

APPLY TODAY!

Visit the "Registrar of Voters - Temporary
Workers" job announcement at
www.sbcounty.gov/jobs

Questions? Call (909) 387-8304